

Lemanu Peleti Mauga  
Governor

Talauega E. Ale  
Lieutenant Governor



Lynn Pulou-Alaimalo  
Director, Human Resources

Max Tuitele  
Deputy Director  
Personnel/Administration

Steve Lefiti  
Deputy Director  
WIOA

AMERICAN SAMOA GOVERNMENT  
DEPARTMENT OF HUMAN RESOURCES  
PAGO PAGO, AMERICAN SAMOA 96799

JOB ANNOUNCEMENT

<b>Job Title:</b> Mechanic		<b>Posting Date:</b> April 13, 2022	<b>Serial No.:</b> 111-22
<b>Department/Division:</b> Education/Transportation		<b>Closing Date:</b> May 05, 2022	<b>Announcement No.:</b> 040-22
<b>Type of Position:</b> Permanent Appointment	<b>Posting Type:</b> Employment Opportunity/ Open to the Public	<b>Pay Grade and Salary Range:</b> WG-11/\$17,067 - \$30,873p.a.	

**General Description:**

An employee in this class performs complex duties in the operation, repair and maintenance of the vehicles in the ASDOE SPED transportation program. Most work is performed based on prior experience. The employee is expected to resolve problems of medium difficulty with little assistance while others may be referred to an authorized auto shop for major repairs. Most errors may be expected to be resolved by the employee.

**Key Duties and Responsibilities:**

- Diagnoses minor and frequently occurring mechanical problems
- Experience working with student with Special needs
- Lead vehicle inspections and identify maintenance issues with vehicles
- Submits proper maintenance and recommendation reports
- Adjust timing mechanism, replaces and sets points and plugs and reface valves
- Rotates, aligns and balances wheels
- Make necessary repairs to vehicles
- Checks and repairs doors and lifts
- Trouble calls for stranded vehicles out in the schools
- Performs general maintenance as needed
- All other duties and responsibilities as assigned

**Knowledge, Skills and Ability:**

- Considerable knowledge of school bus and vehicles operation and maintenance
- Considerable knowledge of the operating principles on internal combustion engines
- Considerable knowledge of the methods of adjusting and repairing the electrical and generating systems of automotive equipment
- Skills to perform manual tasks associated with engine maintenance, tire replacement and vehicle body repairs

***This is an Equal Employment Opportunity Employer***

Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799  
Ph: (684) 633-4485 / Email: [hr@americansamoa.gov](mailto:hr@americansamoa.gov) / Fax: (684) 633-1139

"Here To Serve"

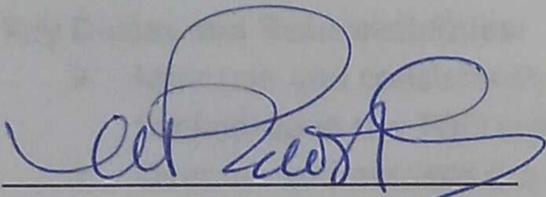
- Ability to follow oral and written instructions
- Ability to physically perform most repairs
- Sufficient education and experience to demonstrate possession of the needed knowledge and abilities
- Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristic of data, people or things
- Requires the ability to read variety of correspondence, reports, forms, lists, etc. using prescribed formats
- Requires the ability to apply rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; to interpret a variety of instructions furnished in written, oral, diagrammatic or schedule forms
- Requires the ability to deal with people beyond giving and receiving instructions

**Academic and Experience Requirements:**

- Applicant must have 4 years of work related experience, 1 year as a 1<sup>st</sup> class and full time helper.
- Salary will be adjusted according to experience.

**Complete information concerning this vacancy may be obtained from the Personnel Division of the Department of Human Resources, or please contact the Recruitment unit at 633-4485/633-4000.**

Fa'afetai tele,



Lynn Pulou-Alaimalo  
Director, Department of Human Resources